

**CEMETERY AND FUNERAL BUREAU**

Information for Candidates

**CREMATORY MANAGER**

Written Examination

Eligibility

Prior to receiving a crematory manager license or assuming the responsibility of a qualified crematory manager of a licensed crematory in California, each applicant must successfully complete a written examination.

Purpose of the examination

The primary purpose of the examination is to assess the candidate's ability to apply California's health and safety laws to crematory management practice. Candidates should know these laws as well as other laws and regulations related to crematory management.

Description of practice

California Business and Professions Code Section 9605.2 states:

A crematory manager is a person engaged in or conducting, or holding himself or herself out as engaged in those activities involved in, or incidental to, the maintaining, or operating a crematory licensed under this chapter, and the cremation of human remains.

Provisions of the California Health and Safety Code and Business and Professions Code pertain to all aspects of cremation, interment, embalming, transportation, disinterment, and removal of human remains.

Crematories may be operated by a corporation, partnership, or person, provided that a valid crematory license has been issued.

Written examination

The crematory manager examination contains multiple-choice items that address three major areas of responsibility. The examination for crematory manager is developed and maintained by the Department of Consumer Affairs, Office of Examination Resources. Previously qualified crematory managers provide technical expertise in the development of the examination.

Passing score

The passing score is based upon criteria for safe and effective practice and is intended to protect the health, safety, and welfare of the public.

CREMATORY MANAGER

What to study

The candidate must be able to perform job duties in the following areas of responsibility:

OPERATION AND MANAGEMENT OF CREMATORIES (35%): Includes, but is not limited to, property rights, joint tenancy of cemetery property, infection control, care of cemetery properties, abandonment of property, and certificates of authority. Mausoleums and columbariums are considered cemetery property.

RECORDKEEPING RESPONSIBILITIES (35%): Includes, but is not limited to, content of official records of cremation.

REQUIREMENTS FOR INTERMENT (30%): Includes, but is not limited to, custody of remains and duty of interment, disinterment and reinterment, disposal and removal of remains, embalming and transportation; requirements cremation and for burial in public and private cemetery properties, effect of anatomical or organ gift agreements on cremation, and effect of cemetery construction on infection control.

References

Candidates should review practice-related sections of:

- Chapter 19, California Business and Professions Code (§§9600–9789)
- Divisions 7 and 8, California Health and Safety Code (§§7000–9677)
- Title 16, Division 23, California Code of Regulations (§§2300–2390)

Check your local public library or the Bureau's website at www.cfb.ca.gov.

Notification of results

The Bureau will notify you of your examination results by mail within 8 weeks of the scheduled examination date. If results are not received within 9 weeks of the examination date, submit a written request to the Bureau for a duplicate copy of your examination results.

Examination results will not be released by telephone or in response to a personal visit.